## UNITED STATES DISTRICT COURT

|   | for the  |  |  |  |  |
|---|--|--|--|--|--|
| Di  | strict of  |  |  |  |  |
| Plaintiff(s)<br>V.  | ) ) ) ) (Civil Action No. ) ) )                                      |  |  |  |  |
| Defendant(s)  | )  |  |  |  |  |
| SUMMONS IN A CIVIL ACTION   |  |  |  |  |  |
| To: (Defendant's name and address)  |  |  |  |  |  |
| A lawsuit has been filed against you.   |  |  |  |  |  |
| Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are: |  |  |  |  |  |
| If you fail to respond, judgment by default will be You also must file your answer or motion with the court.  | e entered against you for the relief demanded in the complaint.      |  |  |  |  |
| Date: 8/15/16   | CLERK OF COURT  Danis A. O' fool  Signature of Clerk or Deputy Clerk |  |  |  |  |

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Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

|        | This summons for (nat  | me of individual and title, if any |   |      |          |  |
|--------|--|------------------------------------|---|------|----------|--|
| was re | ceived by me on (date)   |                                    |   |      |          |  |
|        | ☐ I personally served  | I the summons on the indiv         | vidual at (place)                       |      |          |  |
|        | 1  |                                    | on (date)                               | ; or |          |  |
|        | ☐ I left the summons   | at the individual's residen        | nce or usual place of abode with (name) |      |          |  |
|        | , a person of suitable age and discretion who resides there,                       |                                    |   |      |          |  |
|        | on (date), and mailed a copy to the individual's last known address; or            |                                    |   |      |          |  |
|        | ☐ I served the summe   | ons on (name of individual)        |   |      | , who is |  |
|        | designated by law to accept service of process on behalf of (name of organization) |                                    |   |      |          |  |
|        |  |                                    | on (date)                               | ; or |          |  |
|        | ☐ I returned the sum   | mons unexecuted because            |   |      | ; or     |  |
|        | ☐ Other (specify):   |                                    |   |      |          |  |
|        | My fees are \$   | for travel and \$                  | for services, for a total of \$         |      |          |  |
|        | I declare under penalt   | y of perjury that this infor       | mation is true.                         |      |          |  |
| Date:  |  |                                    |   |      |          |  |
|        |  |                                    | Server's signature                      |      |          |  |
|        |  |                                    | Printed name and title                  |      |          |  |
|        |  |                                    | Server's address                        |      |          |  |

Additional information regarding attempted service, etc: